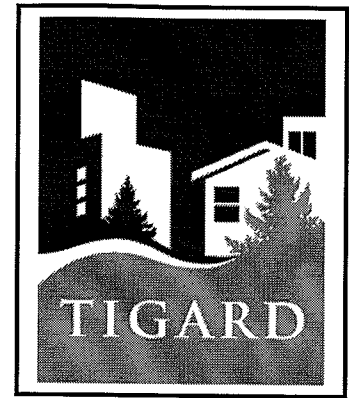




TIGARD CITY COUNCIL AND
LOCAL CONTRACT REVIEW
BOARD MEETING

JANUARY 9, 2007 6:30 p.m.

TIGARD CITY HALL
13125 SW HALL BLVD
TIGARD, OR 97223



PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Citizen Communication items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are estimated; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. Business agenda items can be heard in any order after 7:30 p.m.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

A G E N D A
TIGARD CITY COUNCIL AND LOCAL CONTRACT REVIEW BOARD
MEETING
JANUARY 9, 2007

6:30 – 7:30 pm
***Please join the Tigard City Council for a
Reception to Congratulate Recently Elected
Mayor Dirksen and Councilors Buehner and Sherwood!***

7:30 PM

1. BUSINESS MEETING
 - 1.1 Call to Order by Mayor-Elect Dirksen - City Council & Local Contract Review Board
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Council Communications & Liaison Reports
 - 1.5 Call to Council and Staff for Non-Agenda Items

2. OATH OF OFFICE CEREMONY
Terms of Office: Mayor Dirksen and Councilors Buehner and Sherwood –
January 1, 2007 to December 31, 2010
 - Municipal Court Judge Michael O'Brien will administer the Oaths of Office to:
 - Mayor Craig Dirksen
 - Councilor Gretchen Buehner
 - Councilor Sydney Sherwood

3. PRESENTATION IN APPRECIATION FOR YEARS OF SERVICE TO THE CITY OF
TIGARD TO FORMER COUNCILOR NICK WILSON (JANUARY 1, 2003 TO
DECEMBER 31, 2006)
 - Presentation by Mayor Craig Dirksen
 - Comments from Former Councilor Nick Wilson

4. INAUGURAL REMARKS
 - Mayor Craig Dirksen
 - Councilor Gretchen Buehner
 - Councilor Sydney Sherwood

5. ELECT COUNCIL PRESIDENT

- Council members will elect a Council President by ballot.

6. CITIZEN COMMUNICATION (Two Minutes or Less, Please)

- Tigard High School Student Envoy Jasmina Dizdarevik
- Follow-up to Previous Citizen Communication

7. CONSENT AGENDA: These items are considered to be routine and may be enacted in one motion without separate discussion. Anyone may request that an item be removed by motion for discussion and separate action. Motion to:

7.1 Approve Council Minutes for November 28 and December 11, 2006

7.2 Receive and File:

- a. Council Calendar
- b. Council Meeting Tentative Agenda

7.3 Appoint Budget Committee Members – Resolution No. 07-_____

7.4 Local Contract Review Board: Award of Contract for Architect/Engineer/Construction Manager of Record

- *Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Council has voted on those items which do not need discussion.*

8. STATE OF THE CITY ADDRESS

- Mayor Dirksen

9. NON AGENDA ITEMS

> Administrative Items:

- City Council Members: Liaison Assignments to Boards, Committees and Task Forces
- Council Team Building Meeting with Joe Hertzberg – Select Two Potential Meeting Dates in February

10. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

11. ADJOURNMENT

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Agenda Item #
Meeting Date

January 9, 2007

COUNCIL AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Oath of Office – Mayor Craig E. Dirksen and Councilors Gretchen E. Buehner and Sydney L. Sherwood

Prepared By: Cathy Wheatley Dept Head Approval: _____ City Mgr Approval: cl

ISSUE BEFORE THE COUNCIL

Municipal Court Judge Michael O'Brien will administer the Oath of Office to Mayor Craig E. Dirksen and Councilors Gretchen E. Buehner and Sydney L. Sherwood.

STAFF RECOMMENDATION

Administer the Oath of Office to Craig E. Dirksen, Gretchen E. Buehner and Sydney L. Sherwood, who were elected by Tigard voters at the November 7, 2006, General Election to serve as the Tigard Mayor and City Councilors until December 31, 2010.

KEY FACTS AND INFORMATION SUMMARY

On November 7, 2006, the Tigard voters elected Craig E. Dirksen as Mayor and Gretchen E. Buehner and Sydney L. Sherwood as Tigard City Councilors to serve until December 31, 2010. Municipal Court Judge O'Brien will administer the oath of office to the Mayor and Councilors in accordance with the Tigard City Charter, Section 30, which states:

Before entering upon the duties of their office, every officer shall take an oath or shall affirm that they will support the constitutions and laws of the United States and of Oregon and faithfully perform the duties of their office.

OTHER ALTERNATIVES CONSIDERED

N/A

CITY COUNCIL GOALS

N/A

ATTACHMENT LIST

None

FISCAL NOTES

N/A

Agenda Item #

Meeting Date

January 9, 2007

COUNCIL AGENDA ITEM SUMMARY

City Of Tigard, Oregon

Issue/Agenda Title Election of Council President

Prepared By: Cathy Wheatley *Cathy* Dept Head Approval: _____ City Mgr Approval: CL

ISSUE BEFORE THE COUNCIL

Elect the Council President to serve for two years: 2007-2008

STAFF RECOMMENDATION

Conduct Council President Election at the January 9, 2007, Council meeting by ballot.

KEY FACTS AND INFORMATION SUMMARY

The Tigard City Charter states:

At its first meeting of each odd-numbered year, the council by ballot shall choose a president from its membership. In the mayor's absence from a council meeting, the president shall perform the duties of the office of mayor and preside over it. Whenever the mayor is physically or mentally unable to perform the functions of office, the president shall act as the mayor pro tem.

A ballot is attached.

OTHER ALTERNATIVES CONSIDERED

N/A

CITY COUNCIL GOALS

N/A

ATTACHMENT LIST

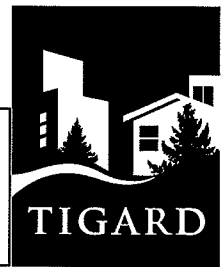
Ballot

FISCAL NOTES

N/A

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Agenda Item No. 7.1.a.
For Agenda of 1.9.07



Tigard City Council Meeting Minutes

Date: November 28, 2006
Time: 6:32 p.m.
Place: Tigard City Hall, 13125 SW Hall Boulevard
Tigard, Oregon
Attending: Mayor Craig Dirksen Presiding
Councilor Sally Harding
Councilor Sydney Sherwood
Councilor Nick Wilson
Absent: Councilor Tom Woodruff

Agenda Item	Discussion & Comments	Action Items (follow up)
Study Session		
Discuss Potential Jaywalking Ordinance	<p>Police Chief Dickinson and Officer Erickson reviewed the recommendations for a proposed amendment to the Tigard Municipal Code pertaining to jaywalking. A memorandum describing the proposal and the reasons for such an ordinance was distributed to the City Council and a copy is on file in the City Recorder's office.</p> <p>Highlights of the discussion included:</p> <ul style="list-style-type: none">◆ Number of accidents involving vehicles and pedestrians.◆ Nearby jurisdictions have jaywalking ordinances in place.◆ Ordinance would be used as an education tool; violation would be an "infraction."◆ No state law exists on jaywalking; the only related laws pertain to disorderly conduct.◆ Safety issues for pedestrians vs. vehicles near the high school and also at bus stops.◆ Councilor Harding expressed some reservations about the need for this ordinance; she supported an education approach.◆ Mayor Dirksen said he thought this ordinance was a good idea but would not want it to be too restrictive. He referred to the recommendation that no pedestrian may cross a street or roadway other than within a crosswalk if they are within	<p>Police Chief Dickinson advised police staff would modify the recommendations for the proposed ordinance in accordance with the City Council discussion and return with a draft ordinance at a City Council workshop meeting.</p>

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>150 feet of a crosswalk. The Mayor said he thought 150 feet should be changed to 100 feet. He also questioned about crossing a neighborhood street and the applicability of this type of ordinance. He suggested that the ordinance define areas where people would not be violating it.</p> <ul style="list-style-type: none"> ◆ Councilor Sherwood said she would support a jaywalking ordinance on main collector streets and there be a strong education campaign before enforcement. ◆ Councilor Harding agreed with an education campaign. She also noted another area where people need to be reminded of the law, which is to pull over to the right when emergency vehicles are approaching with lights and sirens activated. 	
<p>Study Session continued</p> <p>City Center Advisory Commission Downtown Development Letter</p>	<p>Community Development Director Coffee referred to the draft "developer letter" submitted to the City Council. A copy this letter is on file in the City Recorder's office.</p>	<p>City Council members indicated support for the proposed letter.</p>
<p>Study Session</p> <p>Fee Scheduled Adjustment for Planned Development</p>	<p>Upon an inquiry from staff, City Council members indicated support for the proposed planned developments fee increase as presented on the Consent Agenda. (Item No. 3.7) The increased fees will recover the costs of the additional staff time to administer the new planned development process approved by the City Council on October 24, 2006.</p>	
<p>Study Session continued</p> <p>Administrative Items</p>	<ul style="list-style-type: none"> ◆ Council members are to contact Executive Assistant to the City Manager Bengtson to update biographical information posted on the City's website. 	

Agenda Item	Discussion & Comments	Action Items (follow up)
	<ul style="list-style-type: none"> ♦ The City Council goal-setting meeting will be on December 11, 2006. Lunch will be served at noon; the meeting will start at 1 p.m. ♦ A joint meeting with the Tigard-Tualatin School District Board and the Tualatin City Council will be held at the School District's offices on January 29, 2007 – 6:30 p.m. 	
Executive Session	<p>The Tigard City Council went into Executive Session at 6:55 p.m. to discuss pending litigation and real property transaction negotiations with legal counsel under ORS 192.660(2) (e) and (h).</p> <p>Executive Session concluded at 7:26 p.m.</p>	
Business Meeting	<p>1.1 Mayor Dirksen called the City Council and the Local Contract Review Board to Order at 7:35 p.m.</p> <p>1.2 Council Present: Mayor Dirksen, Councilors Harding, Sherwood, and Wilson.</p> <p>1.3 Pledge of Allegiance</p> <p>1.4 Council Communications & Liaison Reports: None</p> <p>1.5 Call to Council and Staff for Non-Agenda Items: None</p>	
2. Citizen Communications	<ul style="list-style-type: none"> ♦ Chamber of Commerce President Ralph Hughes updated the City Council on activities at the chamber: <ul style="list-style-type: none"> ○ January membership drive event – it is hoped they can recruit 300 members. A Texas company will be assisting the Chamber in this membership drive. ○ Tree Lighting Event – December 1, 2006 ○ Leadership Institute is going well. Assistant City Manager Newton said the leadership group will be meeting at City Hall on December 20 and activities have been planned. ♦ Jim Brickley, 8945 SW Greensward, Tigard, OR 	

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>submitted a petition containing signatures of concerned citizens from this and other communities regarding the shooting death of Lukus Glenn on September 16, 2006. Mr. Brickley said they are asking that the City Council consider a public inquiry into the shooting and to take into account all of the details that happened. He said he believes there needs to be a public hearing setting so that “we can get all of the details out and restore faith and trust in our law enforcement agencies and our 911 system in this community.” He noted behind him there were many supporters for “what needs to happen.” He asked the City Council to seriously consider this request because it is of grave concern to many people in this community as well as of those who were here tonight.</p> <p>Mayor Dirksen asked whether “most of the folks that I see in the audience are here in support of this?” Mr. Brickley said, “Yes.” The Mayor asked those in the audience who were here for this request to raise their hands. Mayor Dirksen said he appreciated Mr. Brickley coming to the City Council and the manner in which the petition and his friends were presenting this to the Council. Mayor Dirksen said the City Council had considered this previously and at the time decided there was no reason for a public inquest because it was not the City of Tigard’s place. In light of the presentation from Mr. Brickley, Mayor Dirksen said “we will allot some time for members of Council to consider this request and, if it is brought up before the Council again by a Council member, we will consider it. Mayor Dirksen thanked Mr. Brickley again for coming.</p> <ul style="list-style-type: none"> ♦ John Frewing, 7110 SW Lola Lane, Tigard, OR, identified to the Council a new citizen group that has formed: <i>Friends of Tigard Bull Mountain Trails</i>. He said they have met four times since late August. They have set bylaws. Mr. Frewing said there have been dozens of projects identified to be done. This group will be 	

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>meeting November 29, 2006, at the Tualatin Valley Fire & Rescue Station 51 on Burnham Street. He noted the agenda for this meeting includes items such as asking for input to a Tigard Bull Mountain trails map. He noted City staff has been of assistance to this group. The <i>Friends</i> have submitted comments and support letters for two of the MTIP projects that affect Tigard: Downtown Green Street and Powerline Trail. He said they are organizing a December 9, 2006, litter pick up and exploration walk along the Powerline Trail corridor. He said this group hopes to provide input to the Comprehensive Plan update effort. Mr. Frewing said they hope to complete a sidewalk survey and update the pedestrian and bicycle needs for the City through whatever outreach they could accomplish. Mr. Frewing requested that the City Council review its Street Maintenance Fee that was passed several years ago. The <i>Friends</i>' interests would be served by including some kind of sidewalk and pedestrian improvements within the fee, whether or not the fee is changed when it is reviewed next year. Mr. Frewing said he is letting the City Council know that this group exists, they intend to cooperate with the City where they agree with the City and "we will argue with the City where we don't agree with the City."</p> <p>Mayor Dirksen said he has been following the activities of this new group with some interest. He said it is a great idea and that it is terrific when citizens come together with an idea like this and push forward with it. Mr. Frewing advised the Mayor that the <i>Friends</i> meeting will start at 6:30 p.m. on November 29. The Mayor said he was unable to attend the meeting on the 29th, but he would like to come to a future meeting to hear the plans they have.</p> <p>Councilor Wilson said he was interested in the Powerline walk that was scheduled for December 9. Mr. Frewing said he has walked along the line and that there is a significant amount of litter. He said he was hoping the</p>	

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>City's Public Works Department would take the bags of litter they collect. Mayor Dirksen said he was sure "we could work something out."</p> <p>♦ Jeff Kallevig, 11305 SW Bull Mountain Road, Tigard, OR 97224, is Pastor of Christ the King Lutheran Church on the corner of Highway 99 and Bull Mountain Road and invited the Mayor, City Council, and the whole community to Christmas dinner. He said their church has decided that since Christmas Eve falls on a Sunday, oftentimes Sunday is a time when families gather together and they would like to open their congregation's building to host a dinner. He said they were specifically targeting two populations in the community: Those who are homeless or have a food shortage and the senior citizens who might be alone during the holiday. He added, though, the dinner is for anyone. He said they are planning to feed 700 people and said he was asking for help from other organizations as well as getting the word out about the dinner.</p> <p>Councilor Sherwood said she has been working with Mr. Kallevig and she thinks is a great idea for the community. If this becomes an annual event, this is one way to reach out to those in our community who are alone or have food shortages. She urged people to get the let others know about this dinner. She noted a lot of people, including those who are not members of this church, have come together to help. She thanked Mr. Kallevig for doing this.</p> <p>The dinner will be served on December 24, from Noon – 5 p.m.</p> <p>Mayor Dirksen said this is a terrific idea, a great event, and that he would make every effort to be there.</p>	
3. Consent Agenda	<p>3.1 Approve Council Minutes for October 10, 17, and 24, 2006</p> <p>3.2 Approve Budget Amendment #6 to increase appropriations in the Water Quality/Quantity</p>	<p>Motion by Councilor Wilson, seconded by Councilor Sherwood, to approve the Consent</p>

Agenda Item	Discussion & Comments	Action Items (follow up)								
	<p>Fund Capital Projects budget for the Hiteon Creek Riparian Enhancement project -- Resolution No. 06-67</p> <p>A RESOLUTION APPROVING BUDGET AMENDMENT #6 TO THE FY 2006-07 BUDGET TO INCREASE APPROPRIATIONS IN THE WATER QUALITY/QUANTITY FUND CAPITAL PROJECTS BUDGET WITHIN THE COMMUNITY INVESTMENT PROGRAM FOR ADDITIONAL FUNDING FOR THE HITEON CREEK RIPARIAN ENHANCEMENT PROJECT</p>	<p>Agenda.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <table><tr><td>Mayor Dirksen</td><td>Yes</td></tr><tr><td>Councilor Harding</td><td>Yes</td></tr><tr><td>Councilor Sherwood</td><td>Yes</td></tr><tr><td>Councilor Wilson</td><td>Yes</td></tr></table>	Mayor Dirksen	Yes	Councilor Harding	Yes	Councilor Sherwood	Yes	Councilor Wilson	Yes
Mayor Dirksen	Yes									
Councilor Harding	Yes									
Councilor Sherwood	Yes									
Councilor Wilson	Yes									
3.3	<p>Approve Budget Amendment #7 to accept and expend Bureau of Justice Grant Funds for the GREAT Program-- Resolution No. 06-68</p> <p>A RESOLUTION APPROVING BUDGET AMENDMENT #7 TO THE FY 2006-07 BUDGET TO ACCEPT AND EXPEND BUREAU OF JUSTICE GRANT FUNDS FOR THE GREAT PROGRAM</p>									
3.4	<p>Approve Budget Amendment #8 to increase appropriations in the Gas Tax Fund for funding of the Preliminary Engineer's Report for the proposed Local Improvement District (LID) for infrastructure improvements in the Tigard Triangle -- Resolution No. 06- 69</p> <p>A RESOLUTION APPROVING BUDGET AMENDMENT #8 TO THE FY 2006-07 BUDGET TO INCREASE APPROPRIATIONS IN THE GAS TAX FUND CAPITAL PROJECTS FOR FUNDING OF THE PRELIMINARY ENGINEER'S REPORT FOR THE PROPOSED LOCAL IMPROVEMENT DISTRICT (LID) FOR INFRASTRUCTURE IMPROVEMENTS IN THE TIGARD TRIANGLE</p>									
3.5	<p>Approve Budget Amendment #9 to correct Budget Amendment #2's Resolution No. 06-49</p>									

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>Attachment A to the Resolution-- Resolution No. 06-70</p> <p>A RESOLUTION APPROVING BUDGET AMENDMENT #9 TO THE FY 2006-07 BUDGET TO CORRECT BUDGET AMENDMENT #2'S RESOLUTION NO. 06-49 ATTACHMENT A TO THE RESOLUTION</p> <p>3.6 Appoint Dennis Sizemore to the Tree Board as a Voting Citizen Member – Resolution No. 06-71</p> <p>A RESOLUTION APPOINTING DENNIS SIZEMORE TO THE TREE BOARD AS A VOTING CITIZEN MEMBER</p> <p>3.7 Approve amending Master Fees and Charges Schedule and update the Planned Developments Fee Schedule—Resolution No. 06-72</p> <p>A RESOLUTION AMENDING RESOLUTION NO. 06-36 BY AMENDING EXHIBIT A THERETO AND INCREASING THE PLANNED DEVELOPMENT FEE</p> <p>3.8 Approve Amendment to Resolution No. 06-65 Revising the Membership of the Citizen Advisory Committee for the Highway 99W Corridor Improvement and Management Plan—Resolution No. 06-73</p> <p>A RESOLUTION TO REVISE THE MEMBERSHIP OF THE CITIZEN ADVISORY COMMITTEE FOR THE HIGHWAY 99W CORRIDOR IMPROVEMENT AND MANAGEMENT PLAN BY AMENDING RESOLUTION NO. 06-65</p> <p>3.9 <i>Local Contract Review Board:</i></p> <p>a. Award of Contract for Construction of Hall Boulevard Sidewalk (from Spruce</p>	

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>Street to 850 feet south)</p> <p>b. Award of Contracts for Wetland Services on an As-Required Basis</p> <p>3.10 <i>City Center Development Agency:</i></p> <p>a. Direct staff to execute a Memorandum of Understanding with Wilking Investments V LLC for a potential easement to develop a “gateway to Fanno Creek Park” from Main Street</p> <p>b. Direct staff to execute a Memorandum of Understanding with Stevens Marine, Inc. for potential purchase of key properties in the downtown</p>	
<p>4. Presentation to City of Tigard – Pacific Northwest Clean Water Association’s 2006 Outstanding Reuse Customer Award</p>	<p>Clean Water Services Wastewater Treatment Department Director Mark Poling, Reuse Plan Project Manager Steve Kebbe, and Public Involvement Coordinator Sheri Wantland were present.</p> <p>As a result of the City’s efforts to use reclaimed water (wastewater that has been treated to meet stringent DEQ standards), Clean Water Services nominated the City for the Outstanding Reuse Customer Award. The City received this award in September 2006.</p> <p>The benefits of using reclaimed water were discussed, including the fact that switching to reclaimed water to irrigate over 25 acres of park land saves City residents more than \$20,000 per year.</p> <p>Other organizations that also use reclaimed water include the School District, Tualatin Country Club, City of Durham, the Summerfield Civic Association, City of Tualatin, and the City of King City.</p>	
<p>5. League of Oregon Cities Safety Award</p>	<p>Assistant City Manager Newton advised that the League of Oregon Cities awarded the City of Tigard the Silver Safety Award for 2005/06.</p> <p>This is the eighth year in a row the City has won this award. When compared to other cities with populations of 150+ employees, Tigard had the second lowest injury frequency rate.</p>	

Agenda Item	Discussion & Comments	Action Items (follow up)								
6. Public Hearing (Informational) – Finalize Sewer Reimbursement District No. 32 (SW Fern Street)	<p>Mayor Dirksen opened the public hearing.</p> <p>There were no declarations or challenges.</p> <p>City Engineer Duenas presented the staff report. Highlights of his presentation are on file in the City Recorder’s office.</p> <p>The District includes sewer service to five lots and was part of a project to improve SW Walnut Street between SW 121st and 135th Avenues through the Major Streets Transportation Improvement Program (MSTIP). The project is complete and sewer can be made available to the lots.</p> <p>There was no public testimony.</p> <p>City Engineer Duenas advised that staff recommends that Council pass the resolution finalizing the District.</p> <p>Mayor Dirksen closed the public hearing. He said that it was great that the City was able to include this construction with the MSTIP project.</p> <p>Council considered the proposed ordinance: RESOLUTION NO. 06-74 – A RESOLUTION FINALIZING SANITARY SEWER REIMBURSEMENT DISTRICT NO. 32 (SW FERN STREET) AND AMENDING THE PRELIMINARY CITY ENGINEER’S REPORT CONTAINED IN RESOLUTION NO. 05-05</p>	<p>Motion by Councilor Wilson, seconded Councilor Harding, to adopt Resolution No. 06-74.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <table><tr><td>Mayor Dirksen</td><td>Yes</td></tr><tr><td>Councilor Harding</td><td>Yes</td></tr><tr><td>Councilor Sherwood</td><td>Yes</td></tr><tr><td>Councilor Wilson</td><td>Yes</td></tr></table>	Mayor Dirksen	Yes	Councilor Harding	Yes	Councilor Sherwood	Yes	Councilor Wilson	Yes
Mayor Dirksen	Yes									
Councilor Harding	Yes									
Councilor Sherwood	Yes									
Councilor Wilson	Yes									
7. Public Hearing (Informational) – Finalize Sewer Reimbursement District No. 32 (SW Fern Street)	<p>Mayor Dirksen opened the public hearing.</p> <p>Declarations or challenges: Councilor Sherwood advised she knows several people who live in this area, but she has not talked to them about this Reimbursement District.</p> <p>City Engineer Duenas presented the staff report. Highlights of his presentation are on file in the City Recorder’s office.</p> <p>This District includes sewer service to 28 lots. The project is complete and sewer can be made available</p>	<p>Motion by Councilor Sherwood, seconded Councilor Harding, to adopt Resolution No. 06-75.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <table><tr><td>Mayor Dirksen</td><td>Yes</td></tr><tr><td>Councilor Harding</td><td>Yes</td></tr><tr><td>Councilor Sherwood</td><td>Yes</td></tr><tr><td>Councilor Wilson</td><td>Yes</td></tr></table>	Mayor Dirksen	Yes	Councilor Harding	Yes	Councilor Sherwood	Yes	Councilor Wilson	Yes
Mayor Dirksen	Yes									
Councilor Harding	Yes									
Councilor Sherwood	Yes									
Councilor Wilson	Yes									

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>to the lots.</p> <p>There was no public testimony.</p> <p>City Engineer Duenas advised that staff recommends that Council pass the resolution finalizing the District.</p> <p>Mayor Dirksen closed the public hearing.</p> <p>Council considered the proposed ordinance: RESOLUTION NO. 06-75 – A RESOLUTION FINALIZING SANITARY SEWER REIMBURSEMENT DISTRICT NO. 36 (SW 93RD AVENUE) AND AMENDING THE PRELIMINARY CITY ENGINEER'S REPORT CONTAINED IN RESOLUTION NO. 06-16</p>	
8. Emergency Management Update	<p>Emergency Management Coordinator Lueck presented the update. A copy of his presentation is on file in the City Recorder's office.</p> <p>Mr. Lueck reviewed the Community Emergency Response Team Program (CERT), 72-hour Preparedness Outreach, Emergency Plan Development and Revision, OCEM Partnering projects, and a summary of the Tipoff '06 exercise.</p> <p>In the future there will be staff training, internal exercising, public outreach and the "Topoff '07" exercise.</p> <p>Councilor Sherwood noted she attended an emergency preparedness workshop offered by the City and she was surprised at how unprepared she discovered she was. She encourages people to attend this workshop, which is offered every three months.</p>	
8. Police Department Annual Report	<p>Police Chief Dickinson presented the Annual Report. Highlights of his presentation are on file in the City Recorder's office.</p> <p>The Tigard Municipal Code requires that the Chief of Police provide an annual public review and evaluation of all Department goals and objectives,</p>	

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>and progress made toward their achievement.</p> <p>The presentation information included a summary of the following major topics pertaining to the Police Department:</p> <ul style="list-style-type: none"> ♦ Mission Statement ♦ Vision Statement ♦ Goals ♦ Core Values ♦ Crime Trends (Statistics) ♦ Program Highlights ♦ Problem Solving ♦ Future Goals <p>Police Chief Dickinson advised the new truancy ordinance has been used twice to date.</p> <p>There was brief discussion about the recruitment process for police officers and that it takes almost a year before a new recruit is trained and working alone on the streets.</p> <p>There was discussion about crime statistics and factors which impact the overall crime rate for the community; i.e., a regional shopping center such as Washington Square.</p> <p>The Police Department has inherent costs for overtime because of the nature of the work to be done. For example, officers are paid overtime because they must make court appearances scheduled on their time off. Police Chief Dickinson explained how staffing is provided for peak times for public safety coverage.</p>	
Audience Request	<p>An unidentified member of the audience requested a Council response to the request for a public inquest relating to Lukus Glenn (see Page 3, Citizen Communications). Mayor Dirksen offered to discuss this matter with the gentleman after the City Council meeting.</p>	

Agenda Item	Discussion & Comments	Action Items (follow up)
Adjournment	The meeting adjourned at 9:02 p.m.	<p>Motion by Councilor Sherwood, seconded by Councilor Wilson, to adjourn the meeting.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <p>Mayor Dirksen Yes Councilor Harding Yes Councilor Sherwood Yes Councilor Wilson Yes</p>

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

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Agenda Item No. 7.1.6
For Agenda of 1.9.07



Tigard City Council Meeting Minutes

Date: December 11, 2006
Time: 1:20 p.m.
Place: Tigard City Hall, 13125 SW Hall Boulevard
Tigard, Oregon
Attending: Mayor Craig Dirksen Presiding
Councilor Sally Harding
Councilor Sydney Sherwood
Councilor Nick Wilson
Councilor Tom Woodruff
Also Present: Councilor-Elect Buehner, City Manager Prosser, City Recorder Wheatley

Agenda Item	Discussion & Comments	Action Items (follow up)
Goal-Setting Meeting	City Council discussed how goals have been set in the past. The process has evolved from setting a large number of goals to narrowing down to a few multi-year goals with benchmarks identified for the upcoming calendar year as a measurement for progress.	
	<p>There was discussion on whether Council members thought there had been much progress on stabilizing the City's financial situation. Listed below are some of the accomplishments identified for this long-range goal:</p> <ul style="list-style-type: none">♦ Identifying new revenues – established the Financial Strategies Task Force. Gas tax is now under consideration with a public hearing scheduled for December 19, 2006. Transportation Impact Fees will also be evaluated as a potential revenue source. In addition, the Street maintenance fee was implemented.♦ Franchise fees have been reviewed and adjusted.♦ Expenditures are being monitored closely.♦ Fees, in general, have been updated to recover more of the cost of service (i.e., developer fees). <p>Because of the above activities, the “dire predictions” related to the General Fund</p>	

Agenda Item	Discussion & Comments	Action Items (follow up)
	balance have not come to pass.	
	<p>Other recurring goals or goals that were identified in past years included:</p> <ul style="list-style-type: none"> ♦ Long-range water supply ♦ Build a new library ♦ Communication ♦ Traffic management ♦ Support Tigard Youth 	
	Mayor Dirksen commented that he felt the City is “on track” with significant progress made in all goal areas.	
	There was discussion on the transportation goals for improvement. Councilor Wilson noted the City of Milwaukie was able to do some major improvements to McLoughlin Boulevard, which received some federal funding – an effort that was several years in the making. He commented that the gas tax proposal was less controversial than he had anticipated at the open houses held recently. If the City Council should decide it did not want to place a sunset clause in a gas tax ordinance, if one is adopted, then additional projects could be earmarked for the future or for funds to be set aside to be used for grant matching dollars.	
General discussion on areas for potential goals or for ongoing departmental work included the following:	<i>City Recorder's Note: City Manager Prosser wrote key points of the City Council discussion on flip chart pages. A summary and preliminary format for the goals is attached to these minutes and marked "Attachment A."</i>	
Discussion highlights:	<ul style="list-style-type: none"> ♦ Eventual need to build a Police Department. 	Future: New facility for police.
	<ul style="list-style-type: none"> ♦ All departments will be working on strategic plans to identify future needs. 	All departments to prepare strategic plans.
	<ul style="list-style-type: none"> ♦ The Public Works Department is preparing a Facilities Plan; this will be introduced during the budget process. 	Public Works Facilities Plan to be presented during next Budget process.

Agenda Item	Discussion & Comments	Action Items (follow up)
	<ul style="list-style-type: none"> Community Investment Program will be changed so that the City Council will be able to see all projects identified, but for which there is no funding. This will be helpful to the City Council as it makes some project priority judgment decisions. 	Changes to Community Investment Program to assist Council in setting priorities.
	<ul style="list-style-type: none"> Money to be set aside for information system replacement schedule (i.e., personal computers). Also a set aside for police vehicles. 	Set asides to be implemented to avoid spikes in expenditures.
	<ul style="list-style-type: none"> A planning position was created for the downtown urban renewal effort, which is still planned to be transitioned to an economic development position. 	Economic development position still planned.
	<ul style="list-style-type: none"> Discussed status of Comprehensive Plan Review. Inventory (baseline) will be established in early 2007. Much of 2007 will be devoted to public outreach/input. Council Consensus: Tigard Comprehensive Plan will remain as one of the City Council goals for 2007, which was termed the "strategic plan for the growth of the city" and "updating the blueprint for the city." 	Comprehensive Plan remains as a goal. Complete baseline in 2007. Public outreach/input primary emphasis in 2007. Comp Plan will update the blueprint for the city.
	<ul style="list-style-type: none"> Preamble – City Council agreed to have a preamble before the goals as they recognized there are several past goals that need to be kept moving forward and tracked. 	Write a preamble to the 2007 Council goals so ongoing goals and target areas are monitored and progress is shared with the public.
	<ul style="list-style-type: none"> Council is choosing not to focus on day-to-day activities, but to have a future years' focus. 	Council focus to be on future targets: 5, 10, 15 year goals.
	<ul style="list-style-type: none"> Councilor Harding suggested a revised format for listing the City Council goals and other areas that being tracked. She recalled there was a good example of another City that she shared with the City Council previously. She thought it might have been from a city in Texas. Staff will review files to determine if this information can be 	Review format for goal summary. Council members agreed the goal list format should not be longer than one page.

Agenda Item	Discussion & Comments	Action Items (follow up)
	located.	
	<ul style="list-style-type: none"> Mayor Dirksen wanted to make sure that the Boards and Committees were thanked for their input for goals. Committee members should be notified that the goals on their list were reviewed. Noteworthy: Library Board included goals for other areas of the City as well as for the Library. 	Formally thank Board and Committees for their input to the Council goals.
	<ul style="list-style-type: none"> There was discussion on whether there is a need for the Mayor to be more visible in regional activities. After discussion, consensus was to have City Council members focus on local issues so the Mayor would have more time to represent the City of Tigard on regional issues. The Council wants the City to be known for its involvement and to work towards receiving the City's share of funding available from regional, state, and federal sources. Councilor Wilson put out the question whether there would be any way for a local government to offer an incentive to the official's employer to allow time to be spent on City issues. There is a large workload for the Mayor and Council and it appears there are not a lot of people who are willing to serve. Councilor Harding emphasized the importance of sharing what is learned by the Mayor and Council members through their liaison assignments and training sessions to build cohesiveness. <p>Councilor Harding and Mayor Dirksen both mentioned the possibility of looking at increasing the number of City Council members from five to seven.</p>	<p>Mayor's role – City Council members agreed they should take on local assignments so the Mayor will have time to represent Tigard in the region.</p> <p>Increasing members on Council would require a Charter revision.</p>
	<ul style="list-style-type: none"> Councilor-elect Buehner noted she has served on several county committees and the perception is that Tigard and cities in this part of the County are not "really committed" as participants at the county level. Councilor Wilson noted that Mayor Drake commented that 99W is "the worst" 	Strive to have Tigard perceived as a team player in the County.

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>transportation route in the county. Others are acknowledging that it is "Tigard's turn" to receive funding and assistance with transportation issues.</p> <p>City Manager Prosser said that it was the perception in the past that Tigard was not a "player"; however, "we our out there now...much more involved." To say that the City of Tigard is not participating is probably linked to old perceptions.</p> <p>In the discussion about how to free up more time for Mayor Dirksen to attend some of the regional meetings, Mayor Dirksen noted that the Downtown Task Force had taken a lot of his time. He anticipates he will be able to attend more day-time meetings. There was consensus that the Mayor should be more visible.</p>	
	<ul style="list-style-type: none"> ♦ The City of Tigard has a number of issues similar to the City of Beaverton. Perhaps, the City should have a joint meeting with the Beaverton City Council. 	<p>Consider a joint meeting with the Beaverton City Council.</p>
	<ul style="list-style-type: none"> ♦ City Manager Prosser noted there has been some discussion of starting up two additional regular meetings for Washington County Mayors and another for City Managers. 	<p>Meetings to be started up:</p> <ol style="list-style-type: none"> 1. Washington County Mayors. 2. Washington County Managers
	<ul style="list-style-type: none"> ♦ There was discussion on the number of meetings the Mayor must attend including the Mayor's Appointments Advisory Committee. It would be possible for two City Council members to serve on this Committee and make recommendations to the Mayor. Mayor Dirksen outlined the broad powers of the Mayor including board and committee appointments and setting the City Council agenda. 	<p>Mayor's Appointment Advisory Committee – consider changing so the Mayor does not necessarily attend all meetings. The committee is advisory to the Mayor and, therefore, will make recommendations to the Mayor regarding appointments.</p>
	<ul style="list-style-type: none"> ♦ There was discussion on training for board and committee members and to suggest members consider serving on the City 	<p>Establish board and committee training. Urge Committee members to</p>

Agenda Item	Discussion & Comments	Action Items (follow up)
	Council in the future.	consider service on the City Council.
	<ul style="list-style-type: none"> The Transportation System Plan needs to be updated; but first, the Comprehensive Plan needs to be completed. 	TSP to be updated after the Comprehensive Plan is completed.
	<ul style="list-style-type: none"> Items to be included in the preamble as projects that will continue to be worked on include a community center (meeting also the need for a teen center), parks and greenspaces acquisition (for which there is a plan in place). Some Metro dollars should become available since their bond measure was approved in November. Mayor Dirksen commented that if the Metro bond measure had not passed, he would have liked to put a measure for park acquisition dollars for the City of Tigard. 	<p>Preamble to include:</p> <ul style="list-style-type: none"> community center parks/greenspace acquisition <p>The preamble will differentiate between City Council goals and staff tasks.</p>
	<ul style="list-style-type: none"> The Tualatin Valley Fire & Rescue bond measure was also approved in November. There was discussion about continuing to cultivate a good relationship with TVF&R to “bridge” a way towards funding some additional projects. 	Cultivate relationship with TVF&R; explore possibility of joint ventures on projects.
	<ul style="list-style-type: none"> Councilor Sherwood noted the work done to gain support from other jurisdictions for two years for the safety levy, which was also approved in November. 	Blueprint for success was established with the work on the safety levy.
	<ul style="list-style-type: none"> Councilor Harding noted the Washington County Coordinating Committee might consider a gas tax. She expressed concern that Tigard would not look like a team player if it went ahead and approved a gas tax now. Councilor-elect Buehner noted the need for funding to leverage additional dollars for Tigard transportation projects. Councilor Wilson said the State might also be considering a gas tax of about 10 cents/gallon. Councilor-Elect Buehner expressed concern with rural communities voting down tax measures. 	Gas tax pros and cons – potential for a County and/or a State gas tax proposal. Cooperate and coordinate with other jurisdictions.

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>Meeting recessed at 2:40 p.m. Meeting reconvened at 2:55 p.m.</p>	
	<ul style="list-style-type: none"> ◆ Councilor Sherwood reported on a National League of Cities session she attended recently regarding a pandemic. She spoke of a business continuity plan, how to care for the elderly and poor in the community, educate people so they are able to feed and care for themselves for at least two weeks. <p>City Manager Prosser referred to the CERT training; people representing neighborhoods and businesses should be encouraged to attend this training.</p> <p>Revisiting lessons learned from past widespread emergencies. For example, it is possible that up to 40% of the workforce would be lost if there is widespread illness due to those who are ill and unable to work and those who need to stay home and care for the sick.</p>	<p>An action item (not a City Council goal):</p> <p>Emergency preparedness for pandemic including establishing a business continuity plan. We also need to prepare for a massive earthquake.</p>
	<ul style="list-style-type: none"> ◆ Water source will not be a major goal, but noted it is a continuing item to be included in the preamble. 	<p>Water source will be included in the preamble.</p>
	<ul style="list-style-type: none"> ◆ Mayor Dirksen said City Council goals should focus on those areas where the City Council needs to formulate policy. 	<p>Goals will focus on policy formulation.</p>
	<ul style="list-style-type: none"> ◆ There was discussion on the past transportation goal and it might now be phrased to more broadly represent that the goal will be to aggressively pursue financing for congestion relief. The last transportation bond presented was voted down several years ago. The measure identified work on smaller roads and not the areas where there was the greatest frustration. 	<p>Transportation goal to be stated in broad terms.</p>

Agenda Item	Discussion & Comments	Action Items (follow up)
	<ul style="list-style-type: none"> There was discussion on whether the City Council would support the I-5 connector. If this connector is planned too far to the south, it will not be of benefit to the problems on Highway 99. 	Support of I-5 connector to ease congestion on Hwy. 99.
	<ul style="list-style-type: none"> There was discussion on whether the City Council would support funding on Highway 217. Solutions are expensive because of extensive on/off ramp designs (flyovers). One lower-cost proposal is to reduce the number of exits to fewer merge connections; for example, the Denney exit could be closed, and the Allen exit would remain. 	Determine status of Metro's study of Highway 217.
	<ul style="list-style-type: none"> Councilor Wilson said it will be great for the City Council in that it will not need to spend so much time on Bull Mountain related issues and to let this matter settle down. Councilor Sherwood suggested that the City could make efforts to accommodate people who want to annex to Tigard. City Manager Prosser suggested developing an annexation policy – it would not be a City Council goal, however. Mayor Dirksen agreed he did not want any type of annexation effort listed as a City Council goal. Councilor-elect Buehner advised she was concerned about continuing to subsidize areas that are not within cities. She suggested some land might become available in unincorporated areas and that the City of Tigard should anticipate where these areas might be and negotiate a “right of first refusal” so land might be purchased for future parks. An annexation policy discussion will be scheduled as a workshop discussion item in January. <p>Council agreed there would be no goal relating to annexation and the focus in 2007 would be on the City of Tigard.</p>	<p>No goal on annexation in 2007.</p> <p>Concerns about subsidies. First right of refusal suggested for properties for future parks.</p> <p>Annexation policy discussion scheduled in January.</p>

Agenda Item	Discussion & Comments	Action Items (follow up)
	<ul style="list-style-type: none"> ♦ Council agreed emphasis should be placed on the activation of the neighborhood program. 	2007 emphasis: Neighborhood Program
	<p>Councilor-elect Buehner brought up issues with how CPO4B does not function well for City of Tigard residents and there was discussion about how this might be addressed. City Manager Prosser advised he met recently with Washington County's Lobbyist Dennis Mulvihill to communicate areas of interest from the City of Tigard's perspective for the upcoming year relating to City-County joint efforts and also regarding the legislative session. City Manager Prosser said Mr. Mulvihill expressed interest in learning more about the concerns of the city with the CPO. City Manager Prosser noted this issue will also be pursued by the regional City Manager's group.</p>	Work with the County on CPO structure.
	<ul style="list-style-type: none"> ♦ The City of Beaverton is experiencing similar issues as the City of Tigard and it might be worthwhile to schedule a joint meeting with the Tigard and Beaverton City Councils. 	Explore possibility of a joint meeting with the Beaverton City Council.
	<ul style="list-style-type: none"> ♦ Councilor Harding supported efforts to building relationships with the County government and Bull Mountain unincorporated area residents. She noted some issues still remain to be resolved. Councilor Sherwood noted that future discussions would be good and expressed hope that personalities could be taken out for a more productive dialogue. Councilor Harding suggested that discussions might progress better if new participants are involved. Councilor Wilson noted the City of Tigard will be establishing a couple of new park areas on Bull Mountain. 	Relationship building: County government and Bull Mountain unincorporated area residents.

Agenda Item	Discussion & Comments	Action Items (follow up)
	<ul style="list-style-type: none"> ♦ There was discussion about the recent City of Bull Mountain incorporation election results. Three precincts were involved. The precinct at the “top of the hill” was supportive while the other two precincts’ voters turned down the proposal to incorporate. Councilor Wilson noted that Areas 63 and 64 will now be planned by the County. 	Areas 63 and 64 will be planned by the County.
	<ul style="list-style-type: none"> ♦ In further discussion, City Council noted it would be receptive to citizens requesting annexation. Councilor-elect Buehner noted there is a park along Barrows and suggested it would be worthwhile to consider developing trails the area off of Fern Street. 	City receptive to people requesting annexation.
	<ul style="list-style-type: none"> ♦ Interactions with schools and youth were discussed. The Mayor attends events at the schools and City Manager Prosser and Police Chief Dickinson meet every month with the superintendent. The High School Administration staff is also aware the City Council is available to come to or participate in events. 	Continue to work on interaction with Tigard youth.
	<ul style="list-style-type: none"> ♦ There was discussion on progress made toward traffic congestion issues, especially relating to 99W and Highway 217. The City Council will be considering a gas tax on December 19, 2006. 	Traffic congestion issues. Gas tax under consideration by the City Council on December 19, 2006.
	<ul style="list-style-type: none"> ♦ City Council members supported the idea of appointing a City Council liaison to all the Board and Committees. This City Council liaison would attend a meeting once or twice a year and also this Council member would be the contact for the Board or Committee if it has issues or concerns it would like to bring to the attention of the City Council. 	City Council liaison to be appointed to all boards and committees.

Agenda Item	Discussion & Comments	Action Items (follow up)
	<ul style="list-style-type: none"> There was discussion about the need to communicate to boards and committees about final decisions on matters they have forwarded to the City Council. Also, the City Council members were supportive of procedures established to provide training to advisory committees outlining its purview and responsibilities. Bylaws for these groups should be considered. 	<p>Improve communications between the City Council and Boards and Committees.</p> <p>Provide training to Boards and Committees.</p> <p>Encourage Boards and Committees to establish bylaws.</p>
	<ul style="list-style-type: none"> City Council members decided to leave the downtown on the City Council goal list noting the next steps will be promoting development and identifying funding sources. People-centered activities to create a community fabric were discussed: A theme or identity would be a component as well as support of a community square, which could be used by a theater group such as Broadway Rose, the Farmer's Market, artists, art galleries, books/authors, evening shows, and music (specifically an orchestra group mentioned by Councilor-elect Buehner). 	<p>Downtown Plan will again be on the City Council goal list. Next steps listed: funding, development, community square, cultural and community activities.</p>
	<ul style="list-style-type: none"> Mayor Dirksen referred to an area in the downtown (where railroad tracks are being removed) and suggested looking in to the possibility of acquiring some property. 	<p>Acquire property for community square.</p>
	<ul style="list-style-type: none"> There was discussion on the 99W viaduct and cleaning up the area underneath. If modern supports were constructed, it would open up more space in the downtown. Councilor Wilson said the City might offer to work on this project for the Oregon Department of Transportation. A representative of ODOT is scheduled to talk to the City Council in the near future and improvement and maintenance to this structure should be brought up at that time. 	<p>Work with ODOT to determine how viaduct can be improved.</p>

Agenda Item	Discussion & Comments	Action Items (follow up)
	<ul style="list-style-type: none"> Color theme/identity was briefly discussed. Councilor Sherwood suggested bronze and green. 	City identity: color theme.
	<ul style="list-style-type: none"> During discussion on the work of the Transportation Financing Strategies Task Force, Councilor Harding indicated she would contact City Manager Prosser to outline her suggestions regarding improvement to comparison information presented in the budget document. 	Improvements to comparison information in the budget document.
	<ul style="list-style-type: none"> There was discussion on the police department. About 10 percent of the police resource is devoted to traffic enforcement. Enforcement also occurs when police personnel are traveling in the community for other purposes. 	Address incorrect perception: large portion police department resources devoted to traffic enforcement.
	<ul style="list-style-type: none"> Councilor Sherwood noted the need to look for a future cultural event for the City of Tigard should the Balloon Festival be discontinued due to a lack of places for balloons to land safely. 	Future Tigard signature event.
	<ul style="list-style-type: none"> Council liaison appointments were discussed, with the following appointments agreed to by City Council members: Social Services Subcommittee – Councilor Woodruff Tigard Central Business District Association – No City Council liaison appointed; this is group of downtown business owners and is not a City of Tigard committee. Metro Highway 217 Study Policy Advisory Committee – Former City Councilor Moore continued to serve on this committee. Metro Policy Advisory Committee (MPAC) – Councilor Wilson has 	<p>Review of the established liaison appointments. Some reassignments agreed upon.</p> <p>Staff will check to determine if this committee's work has been completed.</p> <p>Staff should notify Metro that Councilor Wilson will</p>

Agenda Item	Discussion & Comments	Action Items (follow up)
	<p>been serving as the alternate to Mayor Kidd on this committee.</p> <p>Transportation Financing Strategies Task Force – Councilor-elect Buehner</p> <p>Tualatin Basin Natural Resources Coordinating Committee – this committee’s work is concluding. Current representative is Councilor Harding.</p> <p>Community Development Block Grant – Councilor Sherwood</p> <p>Water-related groups Willamette River Water Coalition – Councilor Woodruff Intergovernmental Water Board – Councilor-elect Buehner as primary and Councilor Sherwood as alternate Regional Water Providers Consortium – Councilor Woodruff</p> <p>Washington County Coordinating Committee – Mayor Dirksen</p> <p>JPACT – City of Tigard should look to requesting a seat on this.</p> <p>Westside Economic Alliance – Mayor Dirksen</p> <p>Mayor’s Appointment Advisory Committee – There was discussion about trying to free up more time for the Mayor as he is supported by the City Council to represent the City at regional venues.</p>	<p>no longer be serving and City Council supported nominating Mayor Dirksen to serve as the alternate.</p> <p>Work toward involvement on JPACT.</p> <p>After discussion, the Council decided to continue with this committee as it is now and review changing the process at a later date.</p>

Agenda Item	Discussion & Comments	Action Items (follow up)										
	<ul style="list-style-type: none">City Manager Prosser reminded the City Council that a Council President shall be elected on January 9.	Elect Council President on January 9.										
	<ul style="list-style-type: none">After discussion, Council members supported a new configuration of how the City Council and staff are seated at the Council desks in Town Hall. The Mayor and City Council will be located in the center and staff members will be on either side of the Council. Staff will set up the new configuration to try out at the December 19, 2006, Council Business meeting.	New configuration of seating arrangement for City Council and staff at business meetings beginning December 19, 2006.										
Executive Session:	<p>The Tigard City Council went into Executive Session to discuss pending litigation under ORS 192.660(2)(h).</p> <p>Out of Executive Session at 4:55 p.m.</p>											
Adjournment	<p>The meeting adjourned at 4:55 p.m.</p>	<p>Motion by Councilor Wilson, seconded by Councilor Woodruff, to adjourn the meeting.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <table><tr><td>Mayor Dirksen</td><td>Yes</td></tr><tr><td>Councilor Harding</td><td>Yes</td></tr><tr><td>Councilor Sherwood</td><td>Yes</td></tr><tr><td>Councilor Wilson</td><td>Yes</td></tr><tr><td>Councilor Woodruff</td><td>Yes</td></tr></table>	Mayor Dirksen	Yes	Councilor Harding	Yes	Councilor Sherwood	Yes	Councilor Wilson	Yes	Councilor Woodruff	Yes
Mayor Dirksen	Yes											
Councilor Harding	Yes											
Councilor Sherwood	Yes											
Councilor Wilson	Yes											
Councilor Woodruff	Yes											

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

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Final Goals to be submitted for City Council approval on January 23, 2006

DRAFT
DRAFT Council Goals 2007 DRAFT
DRAFT

Preamble

The Tigard City Council meets annually to set out its goals for the coming year. For our 2007 Goals we have focused our attention on those things that Council feels must be done in 2007 to lay the foundation for progress five, ten, and fifteen years in the future.

We also would like to acknowledge on-going tasks, programs, and projects that must and will be done to serve and protect Tigard citizens. These work items are primarily handled by staff and do not require specific Council action for progress. Examples of these work items include: obtaining a permanent and secure water source for the City, greenspace acquisition, the financial health of the City, public safety, and library services.

2007 Council Goals

1. Comprehensive Plan
 - a. Updating the blueprint for the City
 - b. Public Input
2. Continue to Support Implementation of the Downtown Plan
 - a. Pursue funding for projects
 - b. Prepare for business/developer recruitment
 - c. Promote Tigard identity
 - d. Promote community fabric in the downtown
 - i. Public Square
 - ii. Farmers Market
 - iii. Arts
 - iv. Culture
 - v. Business development
3. Aggressively pursue funding to correct traffic congestion within the City
 - a. Seek funding for 99W improvements
 - b. Support the I-5 Connector
 - c. Support Hwy 217 funding
 - d. Question for Council: There was some discussion about possible light rail down 99W. Should that be added to this list?

Note for Council: Items #4 and #5 below sound a bit awkward. Council may wish to wordsmith them.

4. Connect with citizens by completing the neighborhood organizations
 - a. Communications
 - i. Boards and Commissions
 1. Develop a regular training program for new members
 2. Develop Boards and Commissions as “farm teams” for future Council candidates
 3. Councilors will periodically sit in on meetings
 4. Develop a tracking system for Board and Commission recommendations
 5. Appoint Council liaisons to each Board and Commission
 - ii. Staff
 1. Periodically attend staff meetings
5. Build Tigard’s presence with Washington County, Metro, State, ODOT, Tri-Met, and Federal government
 - a. Enhance Council Communications and visibility
 - i. Citizen comment card at City Hall/Council meetings
 - ii. Work with Boards and Commissions
 - iii. Citizens
 - b. Have Mayor focus more externally (State, Federal, etc.)
 - c. Have Councilors focus more locally

Next Steps

- *Councilors to review and edit draft*
- *Council to adopt Goals January 23*
- *Once Goals are finalized, Craig P to write cover letter for Mayor’s signature thanking Board and Commission members for their valuable input and assistance.*

*Packet materials for
Agenda Item No. 7.3*

- Budget Committee Appointments

*will be available on
Friday, January 5, 2007*

Agenda Item #
Meeting Date

7.4
January 9, 2007

LOCAL CONTRACT REVIEW BOARD AGENDA ITEM SUMMARY
City Of Tigard, Oregon

Issue/Agenda Title Award of Contract for Architect/Engineer/Construction Manager of Record

Prepared By: Dennis Koellermeier Dept Head Approval:  City Mgr Approval: 

ISSUE BEFORE THE LOCAL CONTRACT REVIEW BOARD

Should the LCRB, by motion:

- Approve the award of a contract to LRS Architects, Inc. to serve as the City's Architect/Engineer/Construction Manager of Record on various City projects.
- Authorize the City Manager to execute the contract with LRS Architects, Inc.
- Authorize the City Manager to sign and execute any work or purchase orders resulting from this contract.

STAFF RECOMMENDATION

Staff recommends the Local Contract Review Board, by motion:

- Approve the award of a contract to LRS Architects, Inc. to serve as the City's Architect/Engineer/Construction Manager of Record on various City projects.
- Authorize the City Manager to execute this contract with LRS Architects, Inc.
- Authorize the City Manager to sign and execute any work or purchase orders resulting from this contract.

KEY FACTS AND INFORMATION SUMMARY

- To expand the Public Works Department's capability to meet current and future project demands, staff proposes the selection of an architect/engineer/construction manager of record capable of promptly providing services for:
 - the upcoming upgrade of the Senior Center
 - the development of a 20-Year Facilities Plan
 - other future City projects

- Awarding a contract to one firm will reduce the amount of staff time expended on the Request for Proposal process and allow staff to concentrate their efforts on monitoring, maintaining, upgrading, and expanding the City's facilities. Contracting with consultants through the Request for Proposal process for each project is cumbersome, time-consuming, and expensive. The selection of an architect/engineer/construction manager of record would allow the City to evaluate a contractor's qualifications and capacity on an annual basis versus a per project basis. It also guarantees access to an architectural/engineering/construction management firm, as the City's future projects are prioritized.
- On December 6, 2006, five firms submitted their proposals in response to a Request for Proposal to provide architectural/engineering/construction manager services. Each proposal was separately evaluated by a panel of four staff and it was determined that LRS Architects, Inc. has the qualifications, capabilities, staffing and experience necessary to provide the services the City needs. Staff recommends awarding the contract to LRS Architects, Inc.
- Projects assigned to LRS Architects, Inc. will be on an as-needed basis. Once a project is assigned, LRS Architects, Inc. will prepare and submit a cost proposal to the City for review and approval.
- Following LCRB approval, the contract will be for an initial term of one year and may be renewed for four additional one-year terms.

OTHER ALTERNATIVES CONSIDERED

Reject all proposals and continue to prepare a Request for Proposal for each project. However, this process is not cost effective and may result in project delays since staff time would be spent on requesting, evaluating, and awarding separate proposals.

COUNCIL GOALS AND TIGARD BEYOND TOMORROW VISION STATEMENT

None.

ATTACHMENT LIST

None.

FISCAL NOTES

Architectural/engineering/construction management projects budgeted for FY '06/ '07 include \$200,000 for the Senior Center upgrade and \$50,000 for the development of a 20-Year Facilities Plan. Staff estimates spending \$100,000 annually in subsequent budget years, depending upon facility needs and City priorities.